



GOVERNMENT OF ODISHA

OFFICE OF THE DIVISIONAL FOREST OFFICER, SAMBALPUR FOREST DIVISION
Near Jail Chowk e-mail id – dfo.sambalpur@odisha.gov.in

WALK-IN INTERVIEW

Sambalpur Forest Division requires qualified candidates with Graduation in any subject, preferably in GIS Expert/Remote Sensing/ Programming from a recognized university with additional desirable qualification such as GIS certification, Experience with GIS Software, GIS Mapping, data interpretation, map preparation, developing decision support system, Technical Skills such as use of Python and R language in GIS software or temporal data visualization and data analytics related to natural resources, soft skills like job-specific problem solving ability for temporary engagement as **one GIS Expert** for active wildlife management in this division. The Walk-in interview is scheduled **on 30.11.2024 at 11:00 AM** at Conference Hall of Sambalpur Forest Division.

Candidates are requested to submit a CV in the mail ID- dfo.sambalpur@odisha.gov.in

The application form along with detail terms and conditions shall be available on the website www.sambalpur.nic.in/ www.odishaforest.in **22 .11.2024.**

Divisional Forest Officer
Sambalpur Forest Division



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NOTICE INVITE APPLICATION FOR GIS EXPERT

Application is invited for engagement of **One GIS Expert** with a monthly fixed remuneration of Rs.50,000/- at Divisional Forest Officer, Sambalpur Forest Division, Sambalpur, Odisha. The engagement is purely temporary and is for an initially for a period of four months. Which is likely to be extended observing the efficiency of the persons engaged and suitability.

Essential Qualification: - Must be a Bachelor's degree holder or equivalent in a relevant discipline (GIS), a member of a relevant professional institution or will have demonstrable experience. Masters qualified GIS Experts will be given first preference.

Desirable Experience:- Candidates must have worked with GIS software, in works station programming languages, data management in MS_EXCEL web-based tools, GIS, Remote sensing, Mapping of Geospatial data, Map designing and related application will be preferred etc. Certificate of experience regarding the same must be attached.

Age limit: -Age no bar but persons qualifying required qualification with age below 40 years will be preferred.

Duties of GIS Expert:

- GIS Expert will be assigned with task of collection, maintaining and analysing data following organizations' management plans and procedures specifically but not limited to the following.
- Preparation of all type of Digitalized Map related to different scheme of this division.
- Processing and creating database of collected data.
- Analysing the collected data with respect to different objectives.
- Data entry and management of all mobile apps like OFMS, iWLMS, ANUKAMPA, KYFL etc.
- Management of data generated from the available resources of this division to create useful reports.
- Website data management, online awareness event management.
- Digitalization and inventory of Faunal Diversity of this division.
- Management of data generated from the available resources of this Division to create useful reports.
- Performs other administrative and technical duties as required.
- Update the data in official sites of this division
- Any other work assigns by Divisional Forest Officer, Sambalpur Forest Division.

Other Condition: -

- 1. Duration of engagement:** - The engagement of the GIS expert is initially for a period of Four (4) months and likely to extend on satisfactory performance. **This post is purely in outsourcing basis.**
- 2. Working hours:** The GIS Expert will be expected to be on duty in office from opening to closing hours. The candidate may be required to work on off days and beyond duty hours on the direction of the Divisional Forest Officer, Sambalpur Forest Division.
- 3. Leave:** The GIS Expert will be allowed for 15 days casual leave per year with prior permission of Divisional Forest Officer, Sambalpur Forest Division.
- 4. Remuneration:** Total remuneration per month will be Rs.50,000/-. No TA/DA will be disbursed. The monthly remuneration of the GIS Expert will be paid through service provider agency on receipt of performance report to be decided by the Divisional Forest Officer.
5. The Officer is under no obligation to continue the engagement and may discontinue the engagement with one (1) month prior notice, without assigning any reason thereof.
7. The GIS Expert will not share any data gathered/ manufactured relating to this Division with anybody inside or outside the organization without prior permission from the Divisional Forest Officer, Sambalpur Forest Division. All documents, reports and scientific papers so created from work of GIS expert will be owned by Divisional Forest Officer, Sambalpur Forest Division. Any data in any form recorded in personal mobile phone/camera should be immediately and as soon as possible transferred to a hard disk or computer of Divisional Forest Officer, Sambalpur Forest Division and no data related to the Division and the project should be kept in his personal mobile phone and camera.

Selection Procedure:

1. The candidate has to report one hour before the scheduled interview time at the Office of the Divisional Forest Officer, Sambalpur Forest Division. Candidate should bring the duly filled-in application with self-attested true copies of testimonials of educational qualifications, certification, work experiences, proof for date of birth, category etc. Along with copies of mark sheets of all examinations and No Objection certificate from present employer (if employed) along with the original documents for verification to Divisional Forest Officer, Sambalpur Forest Division, Near Jail Chowk, Dist-Sambalpur on the date of interview. A brief write up on previous experiences should also be submitted along with the application. After registration and scrutiny of the application, the candidates will be interviewed for selection on the scheduled date i.e. on date.30.11.2024 at 11 a.m.
2. Any forged documents by the candidate on the strength of which he gets selected if detected in future will lead to his disengagement along with other criminal action as per law.

3.The applicant shall submit an undertaking that she/he will join in his/her place of work in the Office of the Divisional Forest Officer, Sambalpur Forest Division within 7 (Seven) calendar days of issue of letter of acceptance. Failure to join on work in the stipulated period of 7 (Seven) days will lead to cancellation of his engagement. The authority (Employer) may option to engage the next person as per result of the interview without holding any further interview for the purpose. No claims from the 1st selected will be entertained in this regard after the stipulated period is over.

4.The Divisional Forest Officer, Sambalpur Forest Division has absolute right to select or reject candidature of any candidate without assigning any reason thereof including cancellation of the advertisement.



Divisional Forest Officer,
Sambalpur Forest Division.

Application Form for the Post of GIS Expert

Name (In Block Letter) :

Father's Name :

Date of Birth :

Sex :

Marital Status :



Category (SC/ST/SEBC/GEN/OBC):

Permanent Address:

Present Address (Address for Communication if other than the permanent Address):

Contact No:

Email-ID:

Educational Qualification:

Examination	Board/University	Year of Passing	Division	% of Marks
H.S.C/ Equivalent				
+2 Science				
Graduation				
Any Other				

Work Experience if any:

Conference/ Work shop attend:

Publication if any:

Work experience if any:

Current work:

Language Known:

Knowledge in Computer:

Full Signature of the Candidate

Declaration

I hereby declare that all the information provided here is true to the best of my knowledge.

Full Signature of the Candidate

Place:

Date: